



## 2021 VOLUNTEER GROUP SIGN-UP

Lights in the Parkway will run November 26<sup>th</sup> - December 31<sup>st</sup>, 2021, except for Christmas Day and inclement weather closures. Volunteers are responsible to report **no later than 5:00pm** and should expect to be on site until 10:30pm (or until the last vehicle in line enters the display). **Eight (8) volunteers, at least 18 years of age, are required per shift for Check In, 1 minor 12-17 may accompany each adult.** Shifts will be assigned based upon the number of requests received. We ask that you plan for back coverage in the event you have volunteer cancellations. Please rank the weeks below in order (1-First Preference to 7- Last Preference) that you would like to sign up for:

- ☐ Friday, November 26, 2021- Tuesday, November 30, 2021
- ☐ Wednesday, December 1, 2021- Sunday, December 5, 2021
- ☐ Monday, December 6, 2021- Friday, December 10, 2021
- ☐ Saturday, December 11, 2021- Wednesday, December 15, 2021
- ☐ Thursday, December 16, 2021- Monday, December 20, 2021
- ☐ Tuesday, December 21, 2021- Friday, December 24, 2021 & Sunday, December 26, 2021
- ☐ Monday, December 27, 2021- Friday, December 31, 2021

Organization \_\_\_\_\_ Contact Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone (Home): \_\_\_\_\_ (Work): \_\_\_\_\_ (Cell): \_\_\_\_\_

Email: \_\_\_\_\_

- ☐ Our group is interested in volunteering at the Lights in the Parkway event as a fundraiser.
- ☐ Our group has read the volunteer requirements listed below:
- ☐ Volunteer Groups will be paid a maximum stipend of \$400 per night for 8 volunteers, Christmas Week day before and after Christmas \$800. If your group has less than 8 volunteers, \$50.00 of the stipend will be reduced per person under the 8-person total (\$100.00 Christmas Week). If your group has more than 8 volunteers, no additional stipend will be included.
- ☐ Volunteer Groups will be responsible for sending two (2) representatives early on their first date of the 2021 season, one of whom will be on site during all other volunteer times to be group supervisors.
- ☐ Our group understands all volunteer requirements and if chosen, will abide by all guidelines.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

**Please return form with organizations W9 to:**

EMAIL to [Events@allentownpa.gov](mailto:Events@allentownpa.gov)

Phone: 610-841-3506

Lucinda Wright

Special Events Bureau

City of Allentown

435 Hamilton St. Allentown PA 18101